

The District and staff are committed to establishing positive learning environments that ensure that all students have access to a quality education. The District recognizes that a key aspect of maintaining a healthy and safe environment is establishing order and maintaining discipline in our schools. This goal can only be achieved through the cooperative efforts of our school staff, students, parents/guardians and the community.

The District believes that developing strong relationships with families is the first step in establishing safe and healthy schools. The District and staff desire to work collaboratively with families to establish positive relationships that aid in the development and achievement of all students.

The District is committed to eliminating disparity in school discipline with respect to its underserved populations in reducing the number of referrals, suspensions, and expulsions. The staff will engage in restorative practices that enhance school culture and improve discipline systems to address equity.

ALTERNATIVE MEANS OF CORRECTION

Each school is responsible for incorporating a Multi-Tier Systems of Support (MTSS) framework into its School Improvement Plan (SIP) to reduce referrals and suspensions through pro-active intervention, positive behavioral support, restorative practices, and other non-punitive approaches to discipline. MTSS includes a Positive Behavioral Interventions and Supports (PBIS) model of evidenced based practices to address student behavior.

Referral of students from the classroom for misbehavior should be avoided. The District encourages alternatives to suspension and the implementation of progressive discipline approaches prior to removing a student from the educational setting. Classroom based strategies include, but are not limited to:

1. Reteach behavioral expectations;
2. Separate students;
3. Assign additional tasks;
4. Communicate with the parent/guardian;
5. Conference with the student and/or parent; and
6. Implement a behavioral contract and/or plan.

Parents/guardians should be notified if there is a pattern of misbehavior which could result in removal from the classroom environment. Students who exhibit a pattern of misbehavior should be provided more intensive support and interventions. Appropriate school level strategies include, but are not limited to:

1. Conference with parent/guardian and/or student;
2. Implement a case management or counselling plan with the counselor;
3. Convene an intervention team; and
4. Assign after school detention and/or Saturday School.

These are not the only rules of conduct which students are expected to follow. Additional school level rules/consequences will be set by the school site (including but not limited to dress code, honor code and insubordination). There will also be rules for riding the bus. A copy of these guidelines, school level and transportation rules will be provided annually to all students.

DEFINITIONS

1. **Administration.** School level administrators, including the principal and assistant principals.
2. **Bans from School Property.** Students who are suspended or expelled are not entitled, except with the express permission of the site principal, to enter any property of Union County Public Schools. Failure to abide by such restriction will be considered trespassing and will be reported to law enforcement.
3. **Code of Student Conduct.** The behavioral guidelines adopted by the district. The Code of Conduct is published and made available to students on an annual basis. It is available in a variety of means, including but not limited to, online publication and hard copy.
4. **Condensed Academic Term.** Block Schedule.
5. **Disciplinary Reassignment.** A full-time educational program that meets the academic requirements of the NC Standard Course of Study and provides the student with the opportunity to make timely progress towards graduation and grade promotion. A disciplinary reassignment may utilize a combination of online courses, direct teacher instruction and other computer based alternatives for instruction. A disciplinary reassignment is not a long-term suspension and does not require those procedures.
6. **Elementary Students.** Students in grades Pre-K – 5.
7. **Expulsion.** The indefinite removal of a student from school enrollment for disciplinary purposes. Only the Board of Education can expel a student, over the age of 14, whose continued presence is a clear threat to the safety of staff and other students. **An expulsion may be considered for a violation of any of the rules set out below or for other conduct meeting this definition.**
8. **Extracurricular/co-curricular activity participation.** In order to participate in extracurricular/co-curricular activities or athletic programs, students must adhere to Board of Education policies, school-level criteria, North Carolina High School Athletic Association rules (where applicable) and law. The district's behavioral expectations extend beyond the classroom and school campus. Therefore, regardless of when and where the charge arises, any student who is charged with or adjudicated/found guilty of a crime (or what would be considered a criminal violation if the student were an adult) may be excluded from participation in extracurricular/ co-curricular activities.
9. **Long-term Suspension.** A disciplinary removal in excess of 6 days for high schools on condensed academic terms and 10 days for middle schools unless the conduct occurs in the final quarter of the school year in which case the suspension -may run through the end of the first semester of the following year.
10. **Multiple Offense designations.** For offenses where different consequences are applied depending upon the number of violations, the offense is of the overall (numbered) rule. Additionally, the number of violations carries throughout one academic year.

11. **Parent.** Parent, legal guardians, custodians, and caretakers entitled to enroll the student in school.
12. **Parent Conferences.** A meeting between the student, parent and administrator may be required for any length suspension.
13. **Restorative Justice.** Restorative Justice is reactive in nature. It consists of formal and informal responses to wrongdoing. These responses are introduced in an effort to avoid the reoccurrence of the wrongdoing and to begin to rebuild relationships where there has been harm.
14. **Restorative Practices.** Restorative Practices are proactive in nature. They consist of formal and informal processes put in place to create positive school climate. These processes precede any wrongdoing, provide expectation clarity for all involved and have a strong focus on building relationships and a sense of community.
15. **School Authority.** The school has the authority to address any act that takes place on or immediately adjacent to school grounds, at any school-sponsored activity, on school-provided transportation or at any official school bus stop, use of the district Internet system or school provided technology, use of a personal digital device on campus, or off-campus activities that cause or are reasonably expected to cause a direct and immediate impact on the orderly and effective operations of the school or the safety of individuals.
16. **School property.** The physical premises of all school campuses, bus stops, all vehicles under the control of the district (including but not limited to Yellow School and Activity Buses), school sponsored curricular and extra-curricular activities, regardless of where they occur. *The administration may also impose consequences for conduct which occurs off campus if it has a direct and immediate effect on maintaining order and discipline in the schools.*
17. **Secondary Students.** Students in middle and/or high school.
18. **Short-term suspension.** The disciplinary removal of a student for 6 or fewer days for high schools on condensed academic terms and 10 or fewer days for middle and elementary schools.
19. **Suspension.** Unless otherwise noted references to a suspension is an out of school suspension.
20. Any references to Superintendent or Principal shall include that person's designee.

REPORTS TO OUTSIDE AUTHORITIES

1. **Law Enforcement** – Under North Carolina Law, principals are required to report to law enforcement when s/he has personal knowledge or actual notice that one of the following acts has occurred on school property: “assault resulting in serious personal injury, sexual assault, sexual offense, rape, kidnapping, indecent liberties with a minor, assault involving the use of a weapon, possession of a firearm in violation of the law, possession of a weapon in violation of the law, or possession of a controlled substance in violation of the law.” Additionally, any conduct which may be both a violation of this policy and law will be reported to the School Resource Officer. If a student is arrested consistent with this provision, school officials will notify the parent of the location where their child is taken by law enforcement officials.
2. **Department of Motor Vehicles (DMV)** – Under North Carolina Law, students who receive a long-term suspension for engaging in any of the following conduct will be

reported to the DMV: possessing or selling alcoholic beverages or an illegal controlled substance on school property, bringing, possessing, or using on school property any weapon or firearm, and physically assaulting a teacher or other school personnel on school property.

PROHIBITED BEHAVIORS:

1. Abusive Language and Gestures
2. Aggressive Behavior
3. Arson/Use of Fire
4. Attendance
5. Bomb Threats
6. Bullying
7. Chronic Disruptive Behavior
8. Electronic Devices
9. False Alarms
10. Firearms and destructive devices
11. Hazing
12. Illegal/Unauthorized Substances
13. Insubordination
14. Misrepresentation
15. Nuisance Items
16. Persistently Dangerous Students
17. Sexual Behavior
18. Student Dress
19. Terroristic Threats
20. Theft (including robbery)
21. Trespassing/Breaking and Entering
22. Unauthorized Use of Technology
23. Weapons (not including firearms and explosives)
24. Vandalism

Principals will have the discretion to determine if a violation of the rule, considering mitigating factors, is serious enough to warrant suspension and should use good judgment when applying these guidelines.

Principals will avoid assigning the maximum consequence unless one of the following conditions exists:

1. The conduct resulted in a serious disruption to the educational environment;
2. The conduct posed a significant threat to the safety of that student or other persons present; or
3. Progressive consequences have already been exhausted.

Principals shall consider the student's intent, disciplinary and academic history, potential benefits of alternatives to suspension and any other mitigating or aggravating factor when

considering a recommendation for long-term suspension. When students are suspended for violations of these guidelines, these absences may affect academic standing and promotion. Please refer to the attendance policies (#4-1(b) and #4-1(c) for further information.

For these prohibited behaviors, the following system-wide disciplinary actions shall be taken (in addition to any consequence enumerated below each behavior, students will be referred to the school counselor for possible counseling and may be banned from school property and/or a parent conference required, as described in the Definitions Section above):

1. **Abusive Language and Gestures:** Students will not use abusive, profane, obscene, words, signs, gestures, and other acts toward or about any school employee, adult on campus or other student. This provision includes but is not limited to written assignments and/or electronic technology where a connection to the school exists. The administration will also consider whether the conduct being investigated was also an act of bullying.

- a. **Toward a school staff member or other adult on campus.**

- **First Offense:**
 - **Elementary:** 0-3 day suspension
 - **Secondary:** 0-10 day suspension, 0-6 days for Condensed Academic Terms.
- **Second and subsequent Offenses:**
 - **Elementary:** 1 – 5 day suspension
 - **Secondary:** 3-10 day suspension or 2-6 days for Condensed Academic Terms. For secondary students, after the second offense the administration may consider a recommendation for long-term suspension.

- b. **Toward another student or between students.**

- **First Offense: (Elementary and Secondary)** 0–3 day suspension
- **Second and subsequent Offenses: (Elementary and Secondary)** 1-5 day suspension, 1-3 days for Condensed Academic Terms.

2. **Aggressive Behavior:** Students will not engage in any form of aggressive behavior (physical or verbal) against any other student, staff member or other adult in the school, except in self-defense. Any assault that results in injury must be reported to the principal.

- a. **Physical violence directed toward any school employee or other adult in the school.**

- **Elementary:** 0 - 10 day suspension
- **Secondary:** 10 day suspension or 6 days if on a Condensed Academic Term. For secondary students, the administration may consider a recommendation for a long-term suspension. Upon returning from a long-

term suspension, the student shall not be returned to the teacher's class unless the teacher consents.

- b. Physical Violence directed toward a student.** Violations include but are not limited to any assault, fight, or attempt to cause physical harm to a student or students by another student or students.

• **Elementary and Secondary**

- **First Offense (where there were no serious injuries, multiple aggressors/participants or serious disruption to the academic day):** 0-10 day suspension or 0-6 days if on a Condensed Academic Term
- **Second and subsequent Offenses (where there were no serious injuries, multiple aggressors/participants or serious disruption to the academic day):** 1-10 day suspension or 1-6 days if on a Condensed Academic Term. For secondary students, after the second offense the administration may consider a recommendation for a long-term suspension.
- **For assaults which result in serious injury, those involving multiple aggressors or where serious disruption to the academic day results:** 10 day suspension, 6 days for Condensed Academic Terms. For secondary students, the administration may consider a recommendation for a long-term suspension.

- c. Threats about or directed toward any other student, staff member or other adult in the school:** Any physical, verbal, or written threat (including but not limited to threatening gestures, threats communicated via electronic technology where a connection to the school and/or school work exists) directed toward or about any student, staff member or other adult which threatens force, violence, or disruption, or any sign or act which constitutes a threat of force, violence, or disruption. This includes threats and/or retaliation against a student who is a complaining witness or a witness in a student disciplinary matter for the purpose of preventing the student from being a witness or retaliating against a student for being a witness.

Elementary

1. **Threats toward staff members or other adults in the school** – 0- 5 day suspension.
2. **Threats toward students**
 - **First Offense:** 0-5 day suspension
 - **Second and subsequent Offenses:** 1-5 day suspension

Secondary

1. **Threats toward staff members or other adults in the school** - 10 day suspension or 6 days if on a Condensed Academic Term. For secondary students, the administration may consider a recommendation for long-term suspension.

2. **Threats toward students**
 - **First Offense:** 3-10 day suspension or 2-6 days if on a Condensed Academic Term
 - **Second and subsequent Offenses:** 1-10 day suspension or 1-6 days if on a Condensed Academic Term. For secondary students, after the second offense the administration may consider a recommendation for a long-term suspension
- d. **Verbal Confrontation/Provocation** includes approaching another person in a confrontational, provocative or bullying manner. This includes attempts to intimidate or instigate another person to fight or commit other acts of physical aggression.
 - **Elementary :** 0-5 day suspension
 - **Secondary:** 0-10 day suspension or 1-6 days if on a Condensed Academic Term. For secondary students, after the second offense the administration may consider a recommendation for a long-term suspension.
- e. **Extortion or blackmail** includes threats to take the property of another student under threat of physical harm.
 - **Elementary :** 0-5 day suspension
 - **Secondary:** 0-10 day suspension or 1-6 days if on a Condensed Academic Term. For secondary students, after the second offense the administration may consider a recommendation for a long-term suspension.
- f. **Behavior that incites a serious disruption to the academic environment** includes behavior which encourages other students to join in to a potentially volatile situation, or disrupts or has the potential to disrupt the school environment including a failure to disperse at the request of staff.
 - **Elementary :** 0-5 day suspension
 - **Secondary:** 0-10 day suspension or 0-6 days if on a Condensed Academic Term. For secondary students, after the second offense the administration may consider a recommendation for a long-term suspension.
3. **Arson/Use of Fire:** A student will neither set fire nor attempt to set fire to anything on school property or participate with others to damage or destroy school property through the use of fire. This includes striking matches, flicking cigarette lighters or using any instrument capable of producing fire on school property or at a school-sponsored or school-related activity that is on or off school property.
 - **Elementary and Secondary:** 10 day suspension or 6 days if on a Condensed Academic Term. For secondary students, the administration may consider a recommendation for a long-term suspension.
4. **Attendance:** Students will not leave the assigned area/school grounds without permission and/or commit other attendance violations (i.e. skipping class and truancy). Students must attend school and every class every day unless there is a lawful absence. Once at school students will remain on campus and in areas designated by school officials at all times.

- **Elementary and Secondary:** 0-2 day suspension and principal discretion which may include additional consequences should the conduct violate other rules in this policy or the bus or school level rules. No more than 2 days of suspension can be assigned to a student for an attendance violation.

4. **Bullying:** Students will not bully another person on school property as defined above. Bullying is a form of harassment. Under North Carolina Law, bullying is “any pattern of gestures or written, electronic, or verbal communications, or any physical act or any threatening communication, that takes place on school property”, as defined above, “reasonably perceived as being motivated by any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, socioeconomic status, academic status, gender identity, physical appearance, sexual orientation or mental, physical, developmental, or sensory disability, or by association with a person who has or is perceived to have one or more of these characteristics”. Bullying may include, but is not limited to, cyber bullying, verbal taunts, name-calling and put-downs, extortion of money or possessions, implied or stated threats and may be directed at the same or different individuals. This rule includes hate-motivated behavior (including injuring or intimidating due to the victim’s race, color, religion, ancestry, national origin, gender, socioeconomic status, academic status, gender identity, physical appearance, sexual orientation or mental, physical, developmental, or sensory disability). Students who feel bullied, harassed or intimidated at school by an adult or another student or who witness such conduct should immediately report the conduct to an administrator.

Both the accused and victim will be referred to a school counselor.

- **Elementary and Secondary**
 - **First Offense:** 0 to 10 days suspension or 0-6 for Condensed Academic Terms
 - **Second and subsequent Offenses:** 3-10 day suspension, or 2-6 days for Condensed Academic Terms. For secondary students, after the second offense the administration may consider a recommendation for long-term suspension.
7. **Chronic Disruptive Behavior:** Students will not engage in behavior which disrupts classroom and/or school activities. This rule does not address situations where the student poses a threat of injury to students or staff which may qualify the student for an alternative disciplinary program. The use of an alternative disciplinary program will occur prior to a removal from the instructional environment.
- **Elementary:** 0-5 day suspension
 - **Secondary:** 3-10 day suspension, or 2-6 days for Condensed Academic Terms.
8. **Electronic Devices:**
Elementary and Middle School: Students will not possess cellular phones or electronic/media devices except pursuant to an authorized purpose or as an instructional tool under the guidance and direction of a staff member during a school activity, from the first bell of the day through the last dismissal bell. Except as identified above, cell

phones must be turned off and out of sight (in backpack, pocket, or purse) at all times. Use of a cell phone is defined to include, but is not limited to phone ringing, talking on phone, taking pictures, browsing, gaming and text messaging.

High School: Students will not use cellular phones or electronic/media devices during instructional time except pursuant to an authorized purpose or as an instructional tool under the guidance and direction of a staff member during a school activity. Students may use cellular phones or electronic/media devices during non-instructional times, including class change and lunch, so long as the use is not disruptive to the school environment and the cellular phone or electronic/media device is used in a safe and responsible manner.

The District is not responsible for theft, loss or damage to any electronic devices brought onto school property.

- **Elementary and Secondary**

- **First Offense:** Confiscate item and return to the student at the end of the academic day. If use of the electronic device results in violation of other policies (including but not limited to school based rules) further discipline may be applied.
- **Second and subsequent Offenses:** Confiscate item and return only to parents. Parent conference required and may include 1 day of in-school suspension, after school detention, or Saturday School and the student may be prohibited from bringing the item to school for the remainder of the school year, except as authorized in writing by the principal.

Failure to obey the request of a school staff member to hand over an electronic device, including but not limited to a cell phone, shall be considered insubordination.

9. **False Alarms:** In the absence of an emergency, students will not call 911, signal or set off an automatic signal indicating the existence of an emergency, this does not include accidental dialing 911 so long as no disruption occurs.

- **Elementary and Secondary**

- **First Offense:** 1- 10 day suspension or 1- 6 days if on a Condensed Academic Term
- **Second Offense:** 3- 10 day suspension or 2- 6 days if on a Condensed Academic Term. For secondary students, the administration may consider a recommendation for a long-term suspension.

10. **Firearms and destructive devices:** Students will not bring, possess (regardless of the manner received or the length of time possessed) or use a firearm on a school campus or at a school event wherever held as defined by North Carolina General Statutes § 14-269.2b. All firearms and explosives will be confiscated immediately and turned over to law enforcement.

A firearm includes but is not limited to a starter pistol, gun, rifle, pistol, shotgun, frame, receiver, firearm muffler or silencer (loaded or unloaded) or a destructive device. A

destructive device includes but is not limited to an explosive, incendiary, poison gas, bomb, grenade, rocket with a propellant charge of more than 4 ounces, a missile with a charge of more than ¼ ounce, mine or similar device.

- **Elementary and Secondary:** A suspension of 365 days shall be imposed for violations of this rule. Upon recommendation of the Superintendent, the Board of Education may modify this consequence after a review of the facts and circumstances surrounding the incident and considering alternative educational options for the student.

No student may knowingly or willfully cause, encourage or aid any other student to possess, handle or use any of the weapons or weapon-like items listed above (under rule 22). A student who finds a weapon or weapon-like item, who witnesses another student or other person with such items, or becomes aware that another student or other person intends to possess, handle or use such items, must notify a teacher or principal immediately. Failure to do so may result in disciplinary action up to and including a maximum of 10 day suspension or 6 days if on a Condensed Academic Term. The Superintendent and Board shall not impose a 365 day suspension if it is determined that the student took possession of, received or found the firearm or destructive device on campus and had no intent to use it in a harmful or threatening way.

11. **Hazing:** Students will not engage in hazing which is defined as “to subject another student to physical injury as part of an initiation, or as a prerequisite to membership, into any organized school group including any society, athletic team, fraternity or sorority, or other similar group.” For purposes of this policy, hazing may include annoying any student by playing tricks, to frighten, scold, beat or harass him/her, or subject him/her to personal indignity. Per North Carolina General § 14-35 hazing is strictly forbidden on campus and at all off campus school events.

- **Elementary and Secondary:** 0-10 day suspension, 0-6 days for Condensed Academic Terms. For secondary students, after the second offense the administration may consider a recommendation for long-term suspension.
- Students convicted of Class 2 misdemeanor hazing may be recommended for expulsion from Union County Public Schools.

12. **Illegal/Unauthorized Substance:** Students will not possess, use, be under the influence of or distribute any of the following substances on school property, as defined above. All substances will be immediately confiscated and provided either to law enforcement or a parent, as appropriate.

- a. **Over-the-Counter Medication:** outside of the routine, normal usage of medication or without proper authorization.

1. **Being under the influence:**

- **Elementary and Secondary:** 0-5 day suspension or 0-3 days if on a Condensed Academic Term.
 - Required drug counseling class (failure to attend may result in additional days of suspension)

2. **Possession:**
 - **Elementary and Secondary:** 0-5 day suspension or 0-3 days if on a Condensed Academic Term.
 - Required drug counseling class (failure to attend may result in additional days of suspension)
 3. **Use at School:**
 - **Elementary and Secondary:** 0-5 day suspension or 0-3 days if on a Condensed Academic Term.
 - Required drug counseling class (failure to attend may result in additional days of suspension)
 4. **Share/Sell/Distribute:**
 - **Elementary and Secondary:** 1-5 day suspension or 1-3 days if on a Condensed Academic Term. The administration may make a recommendation for a long-term suspension
 - Required drug counseling class (failure to attend may result in additional days of suspension)
- b. Prescription Medication** All medication will be provided to the school nurse and properly stored. Without proper medical authorization, students shall not transport prescription or non-prescription medication to or from school or have medication in their possession at any time without meeting conditions prescribed by the Board of Education.
1. **Possession or use of prescription medication:** (Possession only; this does NOT include distribution). Upon arrival to school, the student must secure provide the medication immediately to a school staff member.
 - **Elementary and Secondary:**
 - **First Offense** – 0-3 day suspension or 0-2 days if on a Condensed Academic Term. Required drug counseling class (failure to attend may result in additional days of suspension)
 - **Second Offense** - 0-5 day suspension or 0-3 days if on a Condensed Academic Term. Required drug counseling class (failure to attend may result in additional days of suspension)
 2. **Under the Influence of prescription medication**
 - **Elementary and Secondary:** 0 - 5 day suspension or 0- 3 days if on a Condensed Academic Term.
 - Required drug counseling class (failure to attend may result in additional days of suspension)

- Suspension is not warranted when a student comes to campus under the influence when used in compliance with the directions of the prescription.
3. **Share/Sell/Distribute:**
- **Elementary and Secondary:** 10 day suspension or 6 days if on a Condensed Academic Term. For secondary students, the administration may consider a recommendation for a long-term suspension.
 - Required drug counseling class (failure to attend may result in additional days of suspension)
- c. **Alcohol** (Includes but is not limited to wine, beer, non-alcoholic beer, and energy drinks containing alcohol)
- **Under the influence, possession or use on school property, as defined above:**
 - **Elementary and Secondary:**
 - **First Offense** – 1-10 day suspension or 1-6 days if on a Condensed Academic Term. Required drug/alcohol counseling class (failure to attend may result in additional days of suspension)
 - **Second and subsequent Offenses** - 10 day suspension or 6 days if on a Condensed Academic Term. For secondary students, after the second offense the administration may consider a recommendation for a long-term suspension. Required drug/alcohol counseling class (failure to attend may result in additional days of suspension)
 - **Share/Sell/Distribute :**
 - **Elementary and Secondary:** 10 day suspension or 6 days if on a Condensed Academic Term. For secondary students, the administration may consider a recommendation for a long-term suspension.
 - Required drug/alcohol counseling class (failure to attend may result in additional days of suspension)
- d. **Tobacco Products:** Students will not possess, use, sell or distribute tobacco products on school property (as defined above). For rolling papers, see drug paraphernalia. All tobacco products, including but not limited to cigars, cigarettes, electronic cigarettes, snuff, chew packets, and all lighted and smokeless tobacco and/or nicotine products are prohibited and will be confiscated.

- **Elementary and Secondary:**
 - **First Offense:** 1 day suspension and required Tobacco Education class. Failure to complete tobacco education class will result in additional days of suspension.
 - **Second and subsequent Offenses:** 3 -5 day suspension and required Tobacco Education class. Failure to complete tobacco education class will result in additional days of suspension.
- e. **Illegal Drugs, Counterfeit or Synthetic Drugs, Huffing** (including the misuse of inhalants), **and/or Drug Paraphernalia** (including but not limited to rolling papers, bongs, pipes and scales) **and misuse of chemical/material** (organic or otherwise) **that causes or is purported to cause a hallucinogenic/mind altering effect or might bring about a state of exhilaration, euphoria or of otherwise altering student's mood or behavior.**
1. **Under the Influence, Use or Possession (includes possession of drug paraphernalia)**
 - **Elementary:** 0-10 day suspension.
 - **Secondary:**
 - **First Offense** – 5 - 10 day suspension or 3 - 6 days if on a Condensed Academic Term. Required drug/alcohol counseling class (failure to attend may result in additional days of suspension).
 - **Second and subsequent Offenses** - 10 day suspension or 6 days if on a Condensed Academic Term. For secondary students, after the second offense the administration may make a recommendation for long-term suspension. Required drug/alcohol counseling class (failure to attend may result in additional days of suspension)
 2. **Share/Sell/Distribute (Actual or Attempt) or possession with intent to distribute** (possession of a large quantity or of more than one individually wrapped package will be considered evidence that the student intended to sell or distribute the substance).
 - **Elementary and Secondary:** 10 day suspension or 6 days if on a Condensed Academic Term. For secondary students, the administration may make a recommendation for long-term suspension.
 - Required drug/alcohol counseling class (failure to attend may result in additional days of suspension)
- Share/Sell/Distribute (Actual or Attempt) of drug paraphernalia.**
- **Elementary and Secondary:** –2-5 day suspension or 1 - 3 days if on a Condensed Academic Term. Required drug/alcohol counseling class (failure to attend may result in additional days of suspension)

13. **Insubordination:** A student will obey the lawful direction of any authorized staff member while in school, participating in a school activity or on school property. All students are expected to behave in a respectful manner. This includes but is not limited to, complying with the direction or instruction of a staff member, not walking away from a staff member while being spoken to, speaking to staff in an appropriate manner.
- Please see school level rules for the consequence.
14. **Misrepresentation:** A student will be honest and submit his/her own work.
- a. Cheating: Violating rules of honesty and Honor Codes, including but not limited to plagiarism or copying another student's test or assignment is prohibited.
 - b. Altering Report Cards or notes: Tampering with report cards, official passes, notes or other school documents in any manner, including changing grades or forging names to excuses is prohibited.
 - c. False information: Making false statements, written or oral, to anyone in authority is prohibited.
- Please see school level rules for the consequence.
15. **Nuisance Items:** Students will not possess or use nuisance items including but not limited to: laser pointers, matches, cigarette lighters, empty shells, or other like items on school property as defined above. Nuisance items kept in locked private vehicles are exempt. No skateboards are allowed on campus at any time. All nuisance items will be immediately confiscated and returned to the parent where appropriate. Any nuisance item that results in property damage to the school system or individual will require restitution by the parents of the perpetrator. The District is not responsible for theft, loss or damage to any nuisance items brought onto school property.
- **Elementary and Secondary:**
 - **First Offense:** Confiscate item and return only to parents.
 - **Second and subsequent Offenses:** 1-5 days suspension, 1-3days for Condensed Academic Terms.
16. **Persistently Dangerous Students:** Students, over the age of 14, will not engage in behavior that constitutes a clear threat to the safety of other students or employees as defined in North Carolina Law. Examples of conduct which would fall under this rule include, but are not limited to, multiple rule violations for assault, the sale or distribution of illegal drugs, gang related activities, possession of weapons and inappropriate sexual behavior. A single severe behavior may fall under this category. This also includes students who are registered sex offenders (who will be constantly supervised, if allowed to attend any educational program).
- Violation of this section may result in long-term suspension, 365-day suspension, or expulsion dependent upon the severity of the offense.

17. **Sexual Behavior:** Students will not engage in any sexual activity or possess sexually graphic or violent materials on school property as defined above.
- a. **Indecent Exposure:** Students will not expose private body parts on school property.
- **Elementary:**
 - **First Offense:** 0-3 day suspension
 - **Second and subsequent Offenses:** 1-5 day suspension
 - **Secondary:**
 - **First Offense:** 1- 5 day suspension, or 1-3 days suspension for Condensed Academic Terms.
 - **Second and subsequent Offenses:** 5- 10 day suspension, or 3-6 days for Condensed Academic Terms. For secondary students, after the second offense the administration may consider a recommendation for a long-term suspension.
- b. **Consensual Sexual Activity:** consensual means all parties are willing participants in the activity.
- **Elementary and Secondary:**
 - **First Offense:** 3-10 day suspension or 2-6 days for Condensed Academic Terms.
 - **Second and subsequent Offenses:** 5-10 day suspension, or 3-6 days for Condensed Academic Terms. For secondary students, after the second offense the administration may consider a recommendation for a long-term suspension.
- c. **Sexual Harassment:** includes but is not limited to the following conduct committed against another student, a staff member or any adult in the school:
1. Any “unwelcome” contact of a sexual nature with another’s body
 2. Any suggestive comments, propositions or gestures.
 3. Any sexually provocative commentaries about the body.
 4. Any suggestive writings, artworks, or notes.
 5. Any slurs or innuendos.
- **Elementary and Secondary:**
 - **First Offense:** 3-5 day suspension, 2-3 days for Condensed Academic Terms and counseling at the school level.
 - **Second and subsequent Offenses or when two or more students are engaged in this type of behavior against another person or when one student engages in this type of behavior against multiple persons:** 10 day suspension, 6 days for Condensed Academic Terms. For secondary students, the administration may consider a recommendation for a long-term suspension.

The UCPS Title IX Coordinator, and law enforcement shall be notified.

- e. **Sexual Assault/Battery:** Students will not engage or attempt to engage in sexual activity with another person by force, threat or fear.
- **Elementary and Secondary:** 5-10 day suspension, or 3-6 days for Condensed Academic Terms. For secondary students, the administration may make a recommendation for long-term suspension. The principal will refer to school counselor and contact parent.
- f. **Possession of Pornographic, Profane and/or Violent Material:** Students will not possess any pornographic, profane, sexually explicit or graphically violent materials, including but not limited to pictures, magazines, drawings, DVDs, CDs, email or text or images and sexually explicit or graphically violent materials (including documents or instructions concerning the creations and/or use of a weapon).
- **Elementary:** 0-3 day suspension
 - **Secondary:**
 - **First Offense:** 3-5 day suspension, or 2-3 days for Condensed Academic Terms.
 - **Second and subsequent Offenses:** 10 day suspension, 6 days for Condensed Academic Terms. For secondary students, after the second offense the administration may consider a recommendation for a long-term suspension.
18. **Student Dress:** A student will maintain personal attire that promotes safety, health and acceptable standards of social conduct, and is not disruptive to the educational environment. This includes student clothing that materially and substantially disrupts classes or school activities, including but not limited to gang-related articles of clothing. Please see the dress code at your school.
- Please see school level rule for consequences.
19. **Act of Terror/Bomb Threats:** Students will not make, aide, conspire, and/or abet in making a terrorist threat or perpetrating a terrorist hoax against school district property by making a false report that a device, substance, or material designed to cause harmful or life-threatening illness or injury to another person is located on school property as defined above, or possessing, bringing onto school property, concealing, placing, disseminating, or displaying (or threatening any of the above) a device, machine, instrument, artifact, letter, package, material, or substance on school property as defined above with the intent to cause others to believe the device is a substance or material capable of causing harmful or life-threatening illness or injury to another person; or

Students will not threaten to commit on school property as defined above an act of terror that is likely to cause death, with the intent to cause a significant disruption to the instructional day or school-sponsored activity which actually causes such disruption (this includes but is not limited to making a bomb threat); or

Students will not make a false report that there is about to occur or is occurring on school property as defined above an act of terror that is likely to cause serious injury or death, with the intent to cause a significant disruption to the instructional day or school-sponsored activity or which actually causes such disruption (this includes but is not limited to making a bomb threat).

Conspire to commit any of the above-described acts.

- **Elementary and Secondary:** 10 day suspension or 6 days if on a Condensed Academic Term. For secondary students, the administration may consider a recommendation for a long-term suspension.

No student may knowingly or willfully cause, encourage, or aid another student to make or engage in any of the activities defined under Rules 8 or 54 (False Alarm and Bomb Threats). Any student who becomes aware that another student or other person intends to violate either of these rules must notify a teacher or principal immediately.

- Failure to do so may result in disciplinary action up to and including a maximum of 10 days of suspension (6 days for Condensed Academic Terms).

20. **Theft (including robbery):** Students will not steal the property of the school, school employees, students or any other person. Robbery requires the use of force or threat of violence.

- **Elementary :** 0-5 day suspension
- **Secondary:** 0-10 day suspension or 0-6 days if on a Condensed Academic Term. For secondary students, after the second offense the administration may make a recommendation for a long-term suspension.

21. **Trespassing/Breaking and Entering:** A student will not enter school property or a school; facility without proper authority. This rule includes entering any school during a period of suspension.

- **Elementary :** 0-5 day suspension
- **Secondary:** 0-10 day suspension or 0-6 days if on a Condensed Academic Term. For secondary students, after the second offense the administration may make a recommendation for a long-term suspension.

22. **Unauthorized use of Technology:** A student shall refrain from the inappropriate use of district owned technology or from using the district electronic communications and wireless connection network without proper authority. This includes authorized use of sign on codes and unauthorized attempts to contact any district computer site from any computer. Violations of other rules through the unauthorized use of technology will be considered under both rules. Repeated violations of this rule may result in technology privileges being limited or removed.

- **Elementary:** 0-5 day suspension
- **Secondary:** 0-10 day suspension or 0-6 days if on a Condensed Academic Term.

23. **Weapons (not including firearms and explosives):** Students will not possess, handle, use, or transmit, whether concealed or open, any weapon, or any instrument that reasonably looks like a weapon (including toys) or could be used as a weapon and any object thrown from a bus. All weapons will be confiscated immediately and turned over to law enforcement. Weapons include all of the following:

Knife, including a pocket knife, bowie knife, box cutters and other types of utility blades, switchblade, dirk, dagger or machete; slingshot; leaded cane; blackjack; metal knuckles or nun-chucks; BB gun; air rifle or air pistol; blowgun, stun gun or other electric shock weapon (i.e. taser); ice pick; defensive sprays; razor or razor blade (except solely for personal shaving); compound bow or other archery equipment; live ammunition (shotgun shells, bullets, etc.), not used for instructional purposes and under the supervision of school staff; fireworks; and any sharp pointed or edged instrument except unaltered nail files and clips and tools used solely for preparation of food, instruction, and maintenance.

This section does not apply to students who are members of the Reserve Officer Training Corps (ROTC) and who are required to carry arms or weapons in the discharge of their official class duties; nor does this apply to weapons used in school-approved instruction or ceremonies.

- **Possession:**
 - **Elementary:** Regardless of the manner in which received and the length of time the weapon is possessed: 0-10 day suspension
 - **Secondary:** Regardless of the manner in which received and the length of time the weapon is possessed: 3-10 day suspension or 2-6 days if on a Condensed Academic Term.
- **Use of weapon:**
 - **Elementary and Secondary:** 5-10 day suspension and 3-6 if on a Condensed Academic Term. For secondary students, the administration may consider a recommendation for a long-term suspension.

24. **Vandalism:** Students will not vandalize property owned by the school system, school staff or other students.

- **Elementary:** 0-5 day suspension
- **Secondary:** 0-10 day suspension or 0-6 days if on a Condensed Academic Term. For secondary students, after the second offense the administration may make a recommendation for a long-term suspension.

CODE OF STUDENT CONDUCT

Student and Parent Acknowledgement and Pledge

The Code of Student Conduct has been developed to help your child receive quality instruction in an orderly educational environment. The school needs your cooperation in this effort. Therefore, please (1) review and discuss the Code of Student Conduct with your child and (2) sign and return this sheet to your child's school. Should you have any questions when reviewing the Code of Student Conduct, please contact your child's school principal. You may access an electronic copy of the handbook on the UCPS website: www.ucps.k12.nc.us. You may also access a paper copy at your child's school.

NOTE: FAILURE TO RETURN THIS ACKNOWLEDGEMENT AND PLEDGE WILL NOT RELIEVE A STUDENT OR THE PARENT/GUARDIAN FROM BEING RESPONSIBLE FOR KNOWING OR COMPLYING WITH THE RULES CONTAINED WITHIN THE CODE OF STUDENT CONDUCT.

I have reviewed the Code of Student Conduct, and I understand the rights and responsibilities contained therein.

Parent: _____

To help keep my school safe, I pledge to adhere to the guidelines established within the Code of Student Conduct.

Student: _____

Date: _____